

City of Colorado Springs Public Works and Parks, Recreation and Cultural Services Departments

Title VI Complaint Form

The City of Colorado Springs' Public Works and Parks, Recreation and Cultural Resources departments (PWD) are committed to ensuring that no person is excluded from participation in, or denied the benefits of, its transportation projects on the basis of race, color, national origin, age, gender, or disability as protected by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs, services, and activities.

Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with PWD. All complaints received are documented and assigned to the Title VI Coordinator for investigation in accordance with federal standards (28 CFR, Part 35 and FTA Circular 4702.1A) and in consultation with legal counsel. After the complaint is processed, a response will be sent to the customer filing the complaint.

To file a complaint, please complete this form to the best of your ability. If you need translation services or other assistance, contact the Title VI Coordinator at 719-385-5918 or by email at PWTitleVI@coloradosprings.gov. You may attach additional documentation to this Complaint Form as needed.

Name _____
Address _____ City _____ Zip _____
Phone (best number to contact you): _____
Email: _____

Basis of Complaint (check all that apply):

- ☐ Race
- ☐ Color
- ☐ National Origin
- ☐ Gender
- ☐ Age
- ☐ Disability
- ☐ Retaliation
- ☐ Other: _____

Please provide the following information about the person(s) you believe discriminated against you:

Name _____

Organization _____

Address _____ **City** _____

Telephone _____

How were you discriminated against? (Attach additional pages if more space is needed)

Where did the discrimination occur?

Dates and times discrimination occurred?

Were there any other witnesses to the discrimination?

Name	Organization/Title	Work Telephone	Home Telephone

How would you like to see this situation resolved?

Have you filed your complaint, grievance, or lawsuit with any other agency or court?

Who _____ When _____
Status (pending, resolved, etc.) _____ Result, if known _____
Complaint number, if known: _____

Do you have an attorney in this matter?

Name _____ **Phone** _____

Address _____ **City** _____

Zip _____

You may attach any written materials or other information relevant to your complaint.

By signing below, you acknowledge that the information provided in this complaint is true and correct to the best of your knowledge and belief:

Your Signature _____

Date _____

Complaints may be submitted via mail, email, fax, or in-person to:

PWD Title VI Coordinator
City of Colorado Springs Public Works
Department
30 South Nevada Avenue MC410
Colorado Springs, Colorado 80903

Ph No: (719) 385-5918
Fax No: (720) 874-6611
PWTitleVI@coloradosprings.gov